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ABSTRACT

This guide describes the major purposes and activities of the Division of Library Development of the New York State Library. Brief descriptions of the following programs and projects are provided: (1) adult literacy services; (2) central library aid; (3) certification of public librarians; (4) chartering and registration of libraries; (5) conservation/preservation; (6) construction; (7) continuing education of trustees and librarians; (8) coordinated collection development for academic libraries; (9) coordinated outreach; (10) hospital library services program; (11) Indian libraries; (12) institution library services; (13) legislation for libraries; (14) Library Services and Construction Act; (15) New York State Interlibrary Loan; (16) New York Libraryline; (17) regional bibliographic databases and interlibrary resources sharing; (18) special legislative grants; (19) state aid to assist libraries; and (20) public, research, and school library systems. Division publications, staff members, and regional liaisons are listed. (MES)

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LIBRARY DEVELOPMENT and You

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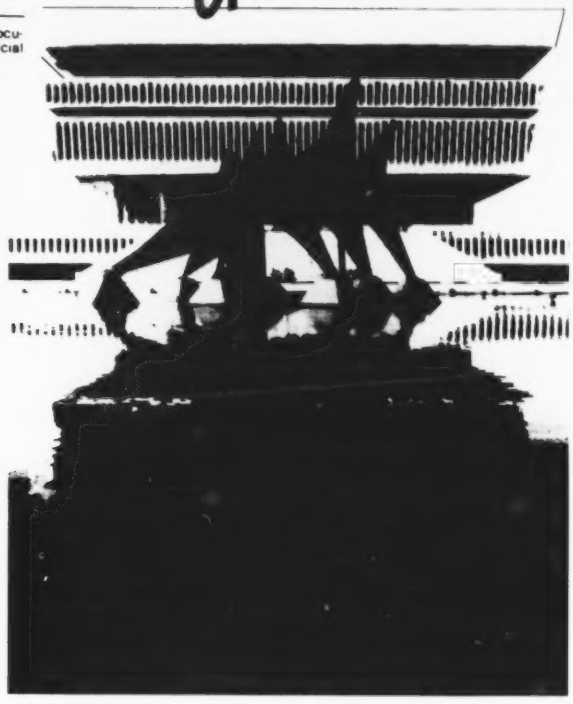

Your Guide to the Programs and Services of the Division of Library Development of the New York State Library

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The Division of

LIBRARY DEVELOPMENT

WHAT IS THE DIVISION OF LIBRARY DEVELOPMENT?

The Division of Library Development is the field agency of the New York State Library, charged with carrying out the library development programs of the State Library.

The Division is concerned with:

- improving library services throughout New York State by encouraging and facilitating increased and effective cooperation among all types of libraries in the sharing of resources and information; and
- achieving the Regents goal of "timely and free access through local libraries working within library systems, to a full range of informational resources and services, provided without restriction of censorship or violation of privacy."

WHAT DOES THE DIVISION OF LIBRARY DEVELOPMENT DO?

To achieve its overall mission, the Division of Library Development has these responsibilities:

- to provide leadership and support for library development across the State;
- to serve as a regulatory agency for library programs; and
- to provide technical advice and assistance to, for, and about libraries.

MAJOR ACTIVITIES OF THE DIVISION

Eight activities contribute to the achievement of the mission of the Division. The Division:

- charters (incorporates) and registers (approves) libraries;
- certifies public librarians;
- reviews and approves plans of service for public library systems, reference and research library resources systems, and school library systems;
- administers State and federal aid programs for libraries;
- provides general advisory services and technical assistance to libraries, systems, networks, government agencies, professional organizations, and the public about the establishment, modification, and improvement of library service in all areas of the State;
- collects and analyzes statistics for measurement and evaluation;
- develops effective communication with all types of libraries and organizations through memoranda, publications, and continuing education opportunities such as conferences and workshops; and
- coordinates statewide library programs with the Bureau of School Library Media Programs, the Office of Higher and Professional Education, the Center for Learning Technologies, and other agencies.

PROGRAMS AND PROJECTS

ADULT LITERACY SERVICES

Funded by the Legislature for 1986-87, the Adult Literacy Services program provided funds to public libraries and library systems for establishing or increasing services to illiterate adults. To be eligible, projects had to cooperate directly with schools, colleges, or other community agencies or organizations operating similar adult literacy programs.

CENTRAL LIBRARY AID

The Central Library Aid program provides State aid for one central library or, in a few cases, two cocentral libraries, in each public library system. It assists in supporting that library's reference and information service to residents of the system service area. Two forms of aid are available:

- Central Book Aid is used to purchase adult nonfiction materials which are then housed in the Central Library; and
- Central Library Development Aid may be used to help underwrite a wide variety of costs involved in providing such service.

All 22 public library systems receive central library aid.

CERTIFICATION OF PUBLIC LIBRARIANS

Section 90.7 of the Regulations of the Commissioner of Education defines the requirements for certification of librarians for public, free association, and Indian Libraries. Several hundred public librarian's certificates and conditional certificates are issued each year. Conditional certificates recognize quality foreign training of librarians.

CHARTERING OF LIBRARIES/REGISTRATION OF LIBRARIES

Chartering (incorporation) is the legal basis for the existence of library systems and public, free association, and Indian libraries. Provisional charters are issued to new libraries. Changes in a library's organization may require rechartering or charter amendment. An absolute charter may be granted when a library or library system has demonstrated its permanence by providing service as planned over a period of not less than five years. Charter actions require approval of the Board of Regents. Registration indicates that a library meets certain minimum standards. Only registered libraries may receive funds derived from taxes or become system members.

CONSERVATION/ PRESERVATION

This program provides funding for libraries and other organizations engaged in efforts to preserve deteriorating library research material. Its technical assistance function is supported in part by the Office of Preservation of the National Endowment for the Humanities. There are three parts to the Conservation/Preservation Program:

- an annual statutory grant program for the 11 comprehensive research libraries;
- an annual cooperative preservation project discretionary grant program for those 11 libraries; and
- an annual discretionary grant program for other institutions having research materials.

CONSTRUCTION

Funds were appropriated in 1984-85 and 1986-87 under 1984 legislation to provide up to 50 percent of approved costs of acquisition, construction, renovation, or rehabilitation of public libraries. Under the Commissioner's Regulations, each of the public library systems must have a plan for administering the program in its service area. The State program complements the federal Library Services and Construction Act Title II program.

CONTINUING EDUCATION OF TRUSTEES AND LIBRARIANS

The Division of Library Development, in conjunction with other organizations and agencies, presents a number of workshops each year, aimed at librarians and trustees. These include such annual events as the Library Trustee Institute, the Institution and Outreach Workshop, the School Library System Directors' Meeting, and special events on special topics ranging from conservation/preservation to library systems.

COORDINATED COLLECTION DEVELOPMENT FOR ACADEMIC LIBRARIES

This program promotes regional coordination of collection development in academic libraries by providing annual grants based on enrollment to public and not-for-profit colleges, universities, and community colleges that meet certain conditions. These include constitutional eligibility to receive State aid, membership in a reference and research library resources system, and full participation in interlibrary loan and other resource sharing programs. The nine reference and research library resources systems, working with the academic libraries in their regions, have formulated collection development plans for their regions.

COORDINATED OUTREACH

State aid is allocated to each public library system to plan and implement an integrated program to identify, contact, and provide library services to persons who are:

- educationally disadvantaged;
- members of ethnic or minority groups in need of special library services;
- unemployed and in need of job placement assistance;
- living in areas underserved by a library;
- blind;
- physically handicapped;
- aged; or
- confined in institutions.

Each system is responsible for identifying the number of persons in each group and for developing a plan to serve them. Community-based advisory committees representative of service providers and users from the designated groups assist the systems in determining priorities and choices of programs and services.

HOSPITAL LIBRARY SERVICES PROGRAM

Through this program, State funds are allocated to the nine reference and research library resources systems to assist the libraries in not-for-profit, acute-care hospitals to meet the Regents standards for hospital libraries and to integrate these libraries into existing networks.

INDIAN LIBRARIES

This program provides aid to libraries on the Seneca Nation of Indians, Seneca-Tonawanda, and St. Regis-Mohawk Indian Reservations for a wide range of library programs and services to meet the diversified educational and informational needs of Native Americans.

INSTITUTION LIBRARY SERVICES

INTER-INSTITUTIONAL GRANTS
(*Services to Local County Jails*)

This program provides small grants to all 22 public library systems for providing services to local county jails. Resources for helping inmates increase their reading ability, for recreation and for information desired by inmates are purchased by the systems. The New York Public Library publication, **Corrections,** which helps fill the needs of recently released inmates for information about community resources, is partially funded under this program.

PUBLIC LIBRARY SYSTEM SERVICES TO STATE CORRECTIONAL FACILITIES

Sixteen public library systems receive State funding to provide library resources and services to the State's 56 state correctional facilities. Each public library system develops a plan of library service in consultation with the facility or facilities.

LEGISLATION FOR LIBRARIES

The Division is responsible for staff work on the Regents Legislative Proposal for Libraries . Initial work on library legislation begins in May preceding the legislative session, passing through departmental review during the summer. It is further refined based on the annual Regents Legislative Hearing, held in September. Regents legislative proposals are adopted in November and transmitted to the leadership of the Senate and Assembly for prefiling or introduction early in the legislative session.

LIBRARY SERVICES AND CONSTRUCTION ACT (LSCA)

The purpose of the Federal LSCA program is to assist the State in extending and improving public library services (Title I); constructing and renovating public libraries (Title II); and promoting interlibrary cooperation and resource sharing among all types of libraries (Title III).

The program staff works with a 12-member LSCA Advisory Council representative of the State's libraries and library users.

NEW YORK STATE INTERLIBRARY LOAN (NYSILL)

The NYSILL network provides access to research materials for New York State residents. Microcomputers at public library systems and reference and research library resources systems are connected electronically to the State Library and to each other. The State Library contracts with 10 research libraries to serve as resources for the state. The NYSILL/RML coupon program fills medical requests through the Regional Medical Library Network (RML).Requests are also referred by the State Library beyond the borders of the State to University Microfilm Article Clearing House in Michigan and to the Library of Congress. The Division is responsible for the NYSILL program budget, contractual services, and field work with the referral libraries and works closely with the State Library Interlibrary Loan operational staff.

NYLINE

The NYLINE (New York Libraryline) project is a fast and effective statewide electronic mail and information network for 90 sites in library systems, central libraries, and the State Education Department. Using the services of ALANET, the electronic network of the American Library Association, NYLINE features electronic bulletin boards, an electronic newsletter, and various online forms in addition to electronic mail.

REGIONAL BIBLIOGRAPHIC DATA BASES AND INTERLIBRARY RESOURCES SHARING

The year 1984 marked the beginning of this landmark program to provide State funding to promote automation projects that "support bibliographic control and interlibrary resource sharing of information."

As of 1986, there are three categories of aid in this program:

- support for the nine regional programs originated in 1984. Each region has a five-year plan which is used as the basis for planning and allocating funds. The reference and research library resources systems coordinate this aspect of the program.
- support to improve and enhance new and existing automated systems within the public library systems.
- a competitive grant program to develop and improve automated systems that go beyond the established operation and maintenance of systems.

SPECIAL LEGISLATIVE GRANTS

Individual libraries sometimes receive grants as a result of legislative action initiated by the legislator who represents their district in the New York State Senate or Assembly. The Division is responsible for administration of these grants and for monitoring visits.

STATE AID TO ASSIST LIBRARIES

Direct aid to assist individual public libraries is currently administered by the public library systems, with the membership of each system determining the method of distribution of the funds. Of the funds allocated for this purpose, at least 40 percent must go to the libraries; 40 percent remains with the system, with the remainder being allocated according to agreement.

SYSTEMS

PUBLIC LIBRARY SYSTEMS

Formula aid is provided by the Legislature for public library systems and their services. Public library systems provide a variety of services to the public libraries in their service area, to institutions, and to the special populations identified under coordinated outreach. The Division of Library Development administers funding, acts in a regulatory capacity, and provides liaisons to the systems.

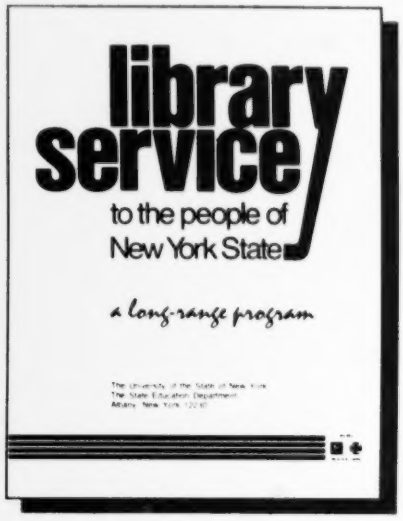
REFERENCE AND RESEARCH LIBRARY RESOURCES SYSTEMS

Reference and research library resources systems are funded by the Legislature to promote and facilitate resource sharing activities within their regions. Their members include academic and special libraries, and other types of systems. Regional cooperation is facilitated by the participation of public library systems and school library systems in regional activities and system governance. The Division administers funding, acts in a regulatory capacity, and provides liaisons for these systems.

SCHOOL LIBRARY SYSTEMS

School library systems facilitate sharing of library resources for school libraries. State aid supports interlibrary loan, delivery, continuing education, coordination of collection development, automation and database building activities, and service to clients with special needs. Library Development administers funding, acts in a regulatory capacity, and provides liaisons in cooperation with the Bureau of School Library Media Programs.

IMPORTANT PUBLICATIONS



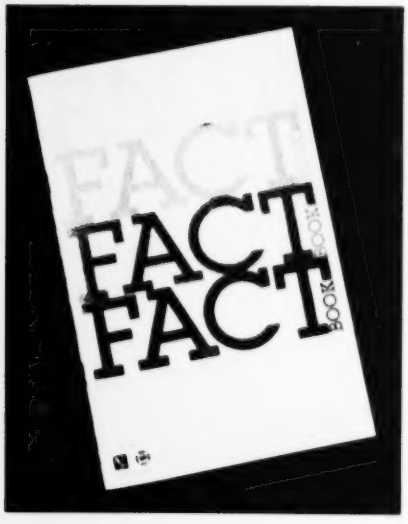
DIRECTORIES:

- *Directory of College and University Libraries*
- *Directory of Library Systems in New York State*
- *Directory of Medical Libraries in New York*

STATISTICS:

- *Institution Library Statistics*
- *Public and Association Libraries Statistics*
- *Reference and Research Library Resources Systems: Annual Report*

- *Excerpts from New York State Education Law, Rules of the Board of Regents, and Regulations of the Commissioner of Education pertaining to Public and Free Association Libraries, Library Systems, Trustees, and Librarians*
- *Fact Book on the Board of Regents Legislative Program for Libraries*
- *Libraries and Technology: A Strategic Plan for the Use of Advanced Technologies for Library Resource Sharing in New York State*
- *Library Service to the People of New York State: A Long-Range Program*
- *New York State's School Library Systems*
- *Connections for Better Learning: New York State's School Library Systems (slide/tape, videocassette)*
- *Trustee Handbook*



YOU AND THE DIVISION

The Division of Library Development has a staff of librarians and support personnel who work closely with libraries and library systems, local government officials and others interested in library services and libraries. The Division staff are knowledgeable about State and federal laws and regulations relating to libraries and can provide technical assistance and advice on most areas of library service and administration. Staff also act as liaisons to professional associations and other agencies within State government that impact on library services.

ROSTER	ASSIGNMENTS
Roberta G. Cade	Director
R. Edwin Berry*	Legislation, State Aid
Alice Britenbaker	Certification of Public Librarians, Publications Aide
Constance Brooks	Conservation/Preservation
Carol Ann Desch	Assistant to the Director, NYLINE
James L. Farrell, Jr.	Continuing Education, Certification of Public Librarians
Bernard V. Finney	Institution Library Services
Judith L. Levine	Library Systems Study
John McAvin	Library Construction
Sara McCain*	Hospital Library Services, Library Services and Construction Act (Titles I and III)
Roxane McPeters	Conservation/Preservation
Patricia Mallon	Central Library Aid
Joseph J. Mattie	School Library Systems
George Messmer*	Automation, Regional Bibliographic Data Bases and Interlibrary Resources Sharing Program
Jane Rollins*	New York State Interlibrary Loan (NYSILL)
Carol Sheffer	Coordinated Outreach, Literacy
Anne Simon	School Library Systems, Automation, Youth Services
Dorothy Smith*	Chartering and Registration of Libraries, Coordinated Collection Development for Academic Libraries, Special Legislative Grants
Frederick Smith	Automation, Regional Bibliographic Data Base and Interlibrary Resource Sharing Program
John E. Townsend, Jr.	Conservation/Preservation

* Program Coordinator

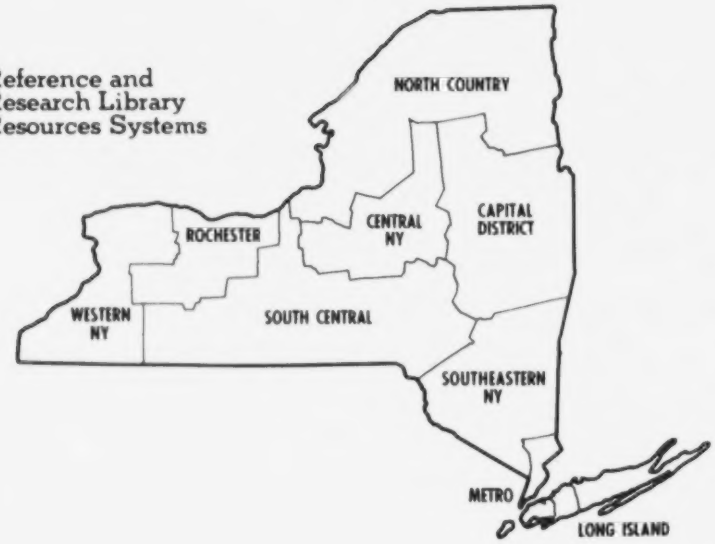
REGIONAL LIAISONS

Liaisons to each library region provide support and communication between the Division and library and library system administrators and trustees.

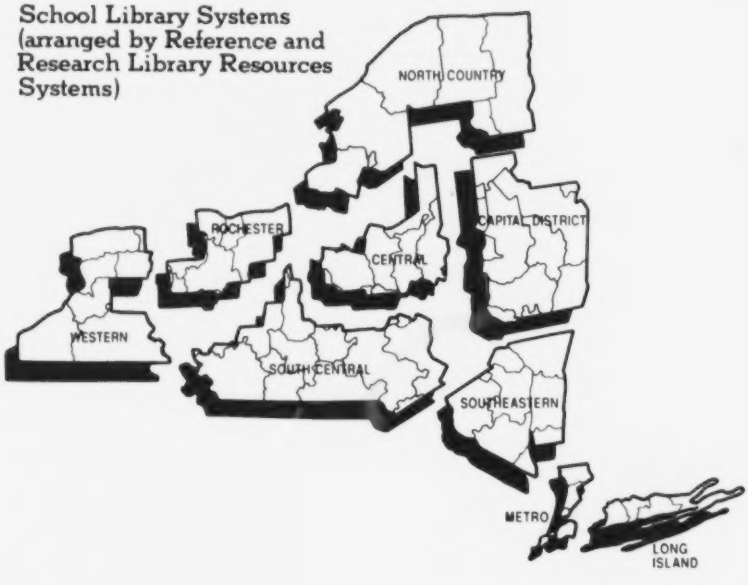
Capital District	
Public Library Systems/Reference and Research Library Resources System	R. Edwin Berry
School Library Systems	Anne Simon
Automation	George Messmer
Central New York	
Public Library Systems/Reference and Research Library Resources System	R. Edwin Berry
School Library Systems	Joseph J. Mattie
Automation	Frederick Smith
Long Island	
Public Library Systems/Reference and Research Library Resources System	Dorothy Smith
School Library Systems	Anne Simon
Automation	George Messmer
New York Metropolitan	
Public Library Systems/Reference and Research Library Resources System	Dorothy Smith
School Library Systems	Anne Simon
Automation	George Messmer
North Country	
Public Library Systems/Reference and Research Library Resources System	Carol Sheffer
School Library Systems	Joseph J.Mattie
Automation	Frederick Smith
Rochester Area	
Public Library Systems/Reference and Research Library Resources System	Patricia Mallon
School Library Systems	Joseph J. Mattie
Automation	Frederick Smith
South Central	
Public Library Systems/Reference and Research Library Resources System	Patricia Mallon
School Library Systems	Joseph J. Mattie
Automation	Frederick Smith
Southeastern New York	
Public Library Systems/Reference and Research Library Resources System	Patricia Mallon
School Library Systems	Anne Simon
Automation	George Messmer
Western New York	
Public Library Systems/Reference and Research Library Resources System	James L. Farrell, Jr.
School Library Systems	Joseph J. Mattie
Automation	Frederick Smith

Public Library Systems

Reference and Research Library Resources Systems



School Library Systems (arranged by Reference and Research Library Resources Systems)



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